



HALEYINST 16113.2
10 November 2003

USCGC ALEX HALEY INSTRUCTION 16113.2

Subj: TOWING BILL

Ref: (a) Emergency Towing Procedures, OPNAVINST 3120.32C

1. **PURPOSE:** To provide for the safety of the ship and crew when engaged in towing operations.
2. **ACTION:**
 - a. The First Lieutenant is responsible for maintaining this bill.
 - b. HALEYINST 16113.1 of 11 August 2003 is cancelled.
3. **DIRECTIVES AFFECTED:** None.
4. **DISCUSSION:** Coast Guard missions often sometimes require the towing of vessels in distress. Conducting these evolutions safely is of paramount concern. All involved personnel shall be familiar with this instruction.
5. **PROCEDURES:**
 - a. Communications: Communications will be established between ALEX HALEY and the vessel being towed on VHF-FM Channel 16, and shifted to a working frequency, usually VHF-FM Channel 22A or 81A. Internal communications will be via UHF handheld deck radios.
 - b. Duties:
 - i. Commanding Officer: Shall be responsible for the overall safety of the evolution and a final go/no go analysis.
 - ii. Operations Officer: Shall be responsible for communicating ALEX HALEY's intentions to the vessel to be towed and determining the method by which the vessel to be towed will secure the tow rig.
 - iii. OOD: Shall complete OOD checklist and maneuver the ship as appropriate.
 - iv. First Lieutenant: Shall conduct pre-towing brief and act as towing safety observer, stationed on the flight deck.
 - v. Towing Rig Supervisor: Shall complete towing checklist, make manned and ready report to the bridge, and monitor evolution from the fantail.

c. Taking a ship in tow:

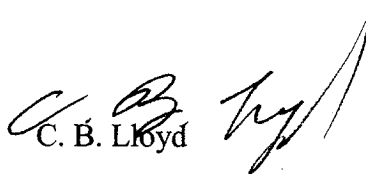
- i. Prior to taking a ship in tow, a towing brief will be held in the wardroom for all applicable personnel. A safety brief will also be given by the Towing Rig Captain on the fantail.
- ii. The OOD shall ensure the completion of the Bridge Towing Checklist, enclosure (1).
- iii. The Towing Rig Supervisor shall ensure the completion of the Fantail Towing Checklist, enclosure (2).
- iv. The First Lieutenant and Towing Rig Supervisor shall examine the towing rig, station, and tools prior to making manned and ready reports. Additionally, they shall ensure all deck personnel are outfitted in proper PPE, including hardhats, floatation devices, and eye protection.
- v. The BMOW shall make a thorough round of the ship, ensuring material condition structural zebra is set and all spaces are secure for sea.
- vi. After setting the Towing Bill, ALEX HALEY shall take vessel in tow in accordance with the following procedures
 - i. For towing, the appropriate hawser and associated equipment shall be broken out on the fantail as described in enclosure (2).
 - ii. ALEX HALEY will communicate towing specifics with the vessel to be towed and the fantail. The Towing Rig Supervisor and the Commanding Officer shall determine the method of passing the tow line and the appropriate towing rig.
 - iii. Upon manned and ready reports from the fantail to the bridge, and after determining set, drift, and appropriate weather conditions, the OOD shall make an approach on the vessel to be towed under the direction of the Commanding Officer.
 - iv. The Towing Safety Officer shall be stationed on the fantail.
 - v. The OOD shall inform the fantail when it is safe to pass the tow line.
 - vi. ALEX HALEY will inform vessel being towed to stand by for the tow line, and will also advise the vessel if the shoulder line throwing gun is in use.
 - vii. The tow line and messenger will be stopped off to the jackstay/chopping block with 6 or 9 thread manilla to prevent running every other bite.

10 November 2003

- viii. The messenger will be secured to the towline with a half hitch/rolling hitch/half hitch pattern and stopped off with 6 or 9 thread manilla in lieu of 21 thread per diagram 582-44 in NSTM.
- ix. The heaving line shall be passed to the vessel to be towed by throw or by line throwing gun. The vessel will heave around on the line until the messenger is on the deck of the vessel.
- x. The end of the heaving line will be bent to the graduated messenger.
- xi. The vessel to be towed shall heave around on the messenger. As the messenger is brought aboard, ALEX HALEY shall maneuver to remain 50-200 feet from the vessel. ALEX HALEY's towing riggers shall tend the messenger to ensure it is not tangled in the screws.
- xii. Once any line has been passed, the fantail shall make regular reports to the bridge describing the tow line, to include direction of tension, strain, and length of line out.
- xiii. When the messenger is aboard the vessel and under control, the hawser shall be carefully eased off the fantail, using tension to keep the line out of the water.
- xiv. The crew of the vessel being towed shall heave around on the hawser and make it off with a bridle, if provided.
- xv. After the vessel signals that all is made off, ALEX HALEY shall begin making way. As the distance between the vessels increases, the hawser shall be paid out using the stoppers on the strongback to prevent it from running free. Towing riggers shall maintain positive control of the hawser at all times.
- xvi. The hawser will be made up to ALEX HALEY's towing bit at a distance determined by the OOD. When the hawser is made off, the OOD shall be informed and shall maneuver the vessel as appropriate to the circumstances.
- xvii. The fantail supervisor shall make regular reports to the OOD concerning the tending of the tow line (direction and strain).
- xviii. When ready to secure from passing the tow line, the tow watch shall be set. The tow watch shall be provided a fire axe and radio communications with the bridge and will usually be manned by a non-watchstander.

J November 2003

- d. ALEX HALEY shall break tow with a vessel in accordance with the following procedures.
- i. ALEX HALEY shall advise the vessel of intentions, and the vessel being towed will re-attach the messenger to the hawser.
 - ii. ALEX HALEY shall slow to bare steerageway, and after the OOD gives permission, the towing riggers shall heave around on the hawser for retrieval.
 - iii. ALEX HALEY will normally heave to while the messenger/hawser is in the water to facilitate keeping them out of the screws.
 - iv. Once all line is aboard, the towing rig captain shall inform the OOD that the fantail and clear to maneuver.


C. B. Lloyd

Encl: (1) Bridge Checklist
(2) Deck Configuration

Dist: CO (Original)
XO, Wardroom, CPO Mess (Copy)
Ships' Office (Electronic)

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BRIDGE TOWING CHECKLIST

Date: _____

1 HOUR PRIOR TO SETTING TOWING DETAIL

_____ Ready required flags, hoist as appropriate.

30 MIN PRIOR

- _____ Energize each steering pump, conduct steering checks on each in turn.
- _____ Place all four MDE are online and in pilothouse control. Test astern propulsion.
- _____ Set material condition structural Zebra main deck and below throughout the ship.
- _____ Post following weather information:
 - _____ Winds Seas
 - _____ Set and Drift Visibility
- _____ Establish VHF communications with vessel to be towed.

15 MIN PRIOR

- _____ Ensure three SSDGs are online and in parallel.
- _____ Make a security call on VHF-FM channel 16 and, when the ship will be operating under Inland Navigation Rules, on VHF-FM channel 13.
- _____ Downscale one Radar for vessel range determination.
- _____ Brief master of towed vessel on type of approach and emergency procedures.

SET TOWING DETAIL

- _____ Following stations are manned and ready:
 - _____ Bridge Main Control
 - _____ Forecastle After Steering
 - _____ Fantail Flight Deck
- _____ Conduct risk assessment (GAR model), if changed from brief.
- _____ Request permission from the Commanding Officer to begin towing operation.

ONCE VESSEL IN TOW

- _____ Proper lights/dayshapes are energized/displayed.
- _____ Tow watchlist promulgated.

Deck: _____ Conn: _____

Operations Officer: _____ XO: _____

CO: _____

1. Prior to commencing towing operations, fantail shall break out:
 - a. Fire Axe (DC's on station)
 - b. Chafing Gear
 - c. Line Throwing Gun (GM) on Flight Deck
 - d. 300 feet of 1.5" messenger
 - e. 600 feet of 3" messenger
 - f. 600 feet of 6 or 9 thread manilla messenger
 - g. 350 feet of 6 or 9 thread messenger to run on the side of the ship from bow to stern on the towing sides port and starboard.
 - h. Weak links for (g).
 - i. Jackstay
 - j. 900 feet of 5.5" hawser or 1100 feet of 8" hawser

